



THE ADVISOR ADVOCATE

MyIUP Advising Tools: Student Advising Profile, Advisee Lists, and Transcripts

MyIUP offers an Advising Tools section that keeps you informed about your advisees. Check out what's available!

The **Student Advising Profile (SAP)** can be accessed in the Advising Tools section under the **Academics** tab in MyIUP. From this page, faculty and staff can learn more about a student's academic progress on campus, view their prior education and testing scores, and review their current schedule along with registration progress for the next term. In addition, a student photo is provided in the platform.

The SAP link in the Advising Tools section will take you to the **Advisee Search** page where you can select a term for which you would like to search for a specific advisee and view their student profile information. You may also click **View My Advisee Listing** to see all advisees assigned to you. You can filter criteria such as catalog term, academic standing, and student status.

A video overview of the program can be viewed at:
<https://www.youtube.com/watch?v=5eiUovFRimA&feature=youtu.be>



Did you know?

You can view and print a student's unofficial **transcript** from the Advising tools section in MyIUP.

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→ A current list of your assigned advisees can be obtained by selecting the **advisee list** link in the Advising Tools section. This tool has several options to help you further define the list of advisees you'd like to access. You may include non-registered advisees, those that have applied for graduation, or an individual student using their Banner ID. This tool allows you to export this data into an Excel spreadsheet to document and track your interactions with each advisee. **Alternatively, you can track these interactions in the Student Success Collaborative.**